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Item 1 of the provisional agenda

ORGANIZATIONAL MATTERS

Provisional agenda, annotations, list of documents and work plan

Note by the Executive Board secretariat

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PROVISIONAL AGENDA

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ANNOTATION AND LIST OF DOCUMENTS

ITEM 1. ORGANIZATIONAL MATTERS

The Executive Board will have before it the following documents:

Provisional agenda, annotations, list of documents and work plan	DP/1998/L.3

The Executive Board will adopt the agenda for the session and agree on the work plan. A tentative work plan is contained in the annex to the present note. In accordance with its past practice, should the Board complete consideration of an item before an indicated date or time, it may move immediately to the next item on its work schedule.

Report on the second regular session 1998	DP/1998/15

The Executive Board will approve the report on its second regular session 1998.

Decisions adopted by the Executive Board at its second regular session 1998	DP/1998/16

A compilation of decisions adopted by the Executive Board at its second regular session 1998 is made available in this document.

UNFPA Segment

ITEM 2: REPORT OF THE EXECUTIVE DIRECTOR FOR 1997

The Executive Board will have before it the following documents:

Report of the Executive Director for 1997: Programme priorities	DP/FPA/1998/3 (Part I)
Report of the Executive Director for 1997: Statistical overview	DP/FPA/1998/3 (Part I)/Add.1
Report of the Executive Director for 1997: Programme effectiveness	DP/FPA/1998/3 (Part II)
Report of the Executive Director for 1997: Regional overview	DP/FPA/1998/3 (Part III)

The annual report of the Executive Director presents in summary form the activities undertaken by UNFPA during the year 1997 to operationalize further the Fund's programme priorities in its three core programme areas. Part I discusses these activities by thematic area while Part II summarizes efforts made in each of the geographical regions in which the fund works. The statistical overview presents programme and financial highlights for 1997.

The Executive Board may wish to take note of the report of the Executive Director.

ITEM 3: ABSORPTIVE CAPACITY AND FINANCIAL RESOURCES UTILIZATION

Absorptive capacity and financial resources utilization DP/FPA/1998/4

In accordance with Executive Board decision 96/27, the Executive Director presents the results of a study on enhancing the absorptive capacity and financial resource utilization in recipient countries, in particular in Africa. As requested in decision 96/27, the report includes recommendations for concrete operational measures to enhance absorptive capacity and financial resource utilization.

The Executive Board may wish to adopt a decision, possible elements of which are contained in document DP/FPA/1998/4.

ITEM 4: WORK PLAN AND REQUEST FOR PROGRAMME EXPENDITURE AUTHORITY

The Executive Board will have before it the following document:

Work plan for 1999-2002 and request for programme expenditure authority DP/FPA/1998/5

This document examines the utilization of resources by UNFPA in 1997, sets out the work plan for 1999-2002, including information about projected resources and the proposed utilization of programmable resources, and presents the programme expenditure authority proposed for the Executive Director for 1999.

The Executive Board may wish to adopt a decision, possible elements of which are contained in document DP/FPA/1998/5.

The Executive Board will also have before it the following document:

Status of financial implementation of country programmes and projects approved by the Governing Council and the Executive Board DP/FPA/1998/8

In accordance with Governing Council decision 84/21, this annual report provides the Executive Board with information on the financial implementation of UNFPA country programmes and projects approved by the Governing Council and the Executive Board.

The Executive Board may wish to take note of the report.

ITEM 5: PERIODIC REPORT ON EVALUATION

Periodic report on evaluation activities DP/FPA/1998/6

The Executive Director reports on various evaluation activities that were undertaken by the Fund during the year 1997.

The Executive Board may wish to take note of the report.

ITEM 6: INFORMATION AND COMMUNICATION STRATEGY

Status report on implementation of the UNFPA information and communication strategy (97/13) — Oral report

An oral report will be presented to the Executive Board on progress in the implementation of Board decision 97/13 on the Fund's information and communication strategy.

The Executive Board may wish to take note of the oral report.

ITEM 7: REPORT ON THE STATUS OF THE COORDINATING COMMITTEE ON HEALTH

Report on the status of the Coordinating Committee on Health — Oral report

An oral report will be presented to the Executive Board on the status of preparations for the first meeting of the WHO/UNICEF/UNFPA Coordinating Committee on Health.

The Executive Board may wish to take note of the oral report.

UNDP Segment

ITEM 8: ANNUAL REPORT OF THE ADMINISTRATOR FOR 1997 AND RELATED MATTERS

The Executive Board will have before it the following documents:

Introduction by the Administrator — DP/1998/17

The introduction to the 1997 annual report of the Administrator highlights main achievements of UNDP in 1997 in response to Executive Board and General Assembly legislation and identifies key challenges the organization faces in 1998.

Main programme record — DP/1998/17/Add.1 (Parts I-V)

Global and interregional programmes and other major programmes — DP/1998/17/Add.2

Other funds and programmes — DP/1998/17/Add.3

The above reports present highlights of 1997 achievements and main challenges for 1998 of the regional bureaux, of the global and interregional programmes and of other funds and programmes. As requested by the Executive Board, activities and indicators with regard to the implementation of the global cooperation framework are also provided in document DP/1998/17/Add.2.

Programme of Assistance to the Palestinian People DP/1998/17/Add.4

The report contains an account of the activities of the UNDP Programme of Assistance to the Palestinian People (PAPP) during 1997. It includes chapters on the overall situation in the occupied Palestinian territory, the PAPP programme strategy and delivery, the financial situation of PAPP, operational highlights and the role of UNDP in coordination.

United Nations System-wide Special Initiative on Africa DP/1998/17/Add.5

The report provides information on the status of implementation of the various priority areas of the United Nations System-wide Special Initiative for Africa and outlines the way forward, as presented to the Administrative Committee on Coordination Steering Committee at its seventh meeting for endorsement. The outcomes of the meeting will be presented orally.

Reports of the Joint Inspection Unit DP/1998/17/Add.6

The addendum reviews the reports of the Joint Inspection Unit to which UNDP contributed during 1997. A short summary of the contents and purpose of each report is provided, along with a summary of the official comments of UNDP.

Statistical annex DP/1998/17/Add.7

The statistical annex contains data in tabular form showing income and field programme expenditures for core resources and other funds and programmes administered by UNDP.

Follow-up to decision 97/15 on change management including interim report on the subregional resource facilities DP/1998/CRP.8

This document provides an update of key change management initiatives and results during 1997 and reports on the status of the subregional resource facilities, together with budgetary, staffing and efficiency implications.

The Executive Board may wish to take note of the annual report of the Administrator for 1997 and related matters (DP/1998/17/Add.1-7) and adopt relevant decisions, elements of which are contained in the documents.

ITEM 9: FOLLOW-UP TO UNITED NATIONS REFORM

Emergency Relief Coordinator: Transfer of responsibility to the United Nations Development Programme DP/1998/18

The report advises the Executive Board of the steps that UNDP has undertaken in responding to General Assembly resolution 52/12 B transferring responsibility for disaster mitigation, prevention and preparedness from the Office of the Coordinator for Humanitarian Affairs. UNDP has established the Disaster Management Programme in its Emergency Response Division to support national capacity-building and training initiatives. Resources for the programme are provided through a grant from the United Nations.

The Executive Board may wish to adopt a decision, possible elements of which are contained in document DP/1998/18.

ITEM 10: EVALUATION

Evaluation DP/1998/19

The UNDP 2001 change process emphasized the need for the organization to become more results-oriented. Within this context, the report provides a critical review of the scope and value of evaluation work in 1997, highlighting both achievements and areas for improvement. Following this assessment, the report outlines the main directions for 1998, aimed primarily at responding more directly to the needs of country offices.

The Executive Board may wish to adopt a decision, possible elements of which are contained in document DP/1998/19.

ITEM 11: UNITED NATIONS VOLUNTEERS

United Nations Volunteers DP/1998/20

The report summarizes the key features and achievements of the United Nations Volunteers programme in the last two years and outlines the vision and strategic directions adopted by the programme as it prepares for activities in the next two years and for the International Year of Volunteers in 2001.

The Executive Board may wish to adopt a decision, possible elements of which are contained in document DP/1998/20.

ITEM 12: RESOURCE MOBILIZATION

The round-table mechanism DP/1998/CRP.2

This paper was submitted to the Executive Board at its first regular session 1998; discussion was postponed to the current session. It provides a brief review of UNDP support to the round-table process since its inception i.. 1972 and focuses in particular on the role of the round-table process as a resource mobilization tool.

Report on World Trade Organization initiatives for least developed countries Oral report

As requested at the first regular session 1998, an oral report on World Trade Organization initiatives for least developed countries will be presented to the Board.

Report on the work of the open-ended, ad hoc working group on the UNDP funding strategy — Oral report

As required by decision 98/3, the President of the Board will present an oral report on the work of the working group.

ITEM 13: COUNTRY COOPERATION FRAMEWORKS AND RELATED MATTERS

The Executive Board will have before it the following documents:

Assistance to Myanmar (dec. 98/4) — DP/1998/21

Document DP/1998/21 contains proposals for future assistance to Myanmar in conformity with Governing Council decision 93/21 and further to Executive Board decision 98/4: (a) extension of projects within the framework of the Human Development Initiative up to the year 2001 and (b) a United Nations system-wide integrated development programme in the northern Rakhine State.

The Executive Board may wish to adopt a decision, possible elements of which are contained in document DP/1998/21.

Implementation of the human rights component of the first country cooperation framework for Belarus — DP/1998/22

As requested by the Executive Board, this document provides supplementary information on the implementation of the human rights component of the first country cooperation framework for Belarus (DP/CCF/BLR/1), which was approved by the Board at its annual session 1997.

ITEM 14: COMMUNICATION AND INFORMATION PROGRAMME

UNDP communication, advocacy and information policy (dec. 97/17) — DP/1998/23

The report outlines advances made in the implementation of the corporate communication and advocacy strategy endorsed by UNDP senior management in July 1995.

The Executive Board may wish to adopt a decision, possible elements of which are contained in document DP/1998/23.

ITEM 15: UNITED NATIONS OFFICE FOR PROJECT SERVICES

The Executive Board will have before it the following documents:

Annual report of the Executive Director on the activities of the United Nations Office for Project Services	DP/1998/24
UNOPS: Statistical report	DP/1998/24/Add.2

Document DP/1998/24 and the provisional statistical summary contained in DP/1998/24/Add.2 are submitted by the Executive Director pursuant to Executive Board decision 94/32 of 10 October 1994. The report presents information on qualitative dimensions of UNOPS performance, in particular those linked with the objectives stated in the business plan while also providing an update on the ongoing UNOPS reform process and on other issues presently facing UNOPS management.

The Executive Board may wish to take note of the documents and to request the Management Coordination Committee to assist the Executive Director as required.

Follow-up to recommendations of the report of the Board of Auditors (A/51/5/Add.10)	DP/1998/25

As requested in Executive Board decision 97/23 of 18 September 1997, document DP/1998/25 provides an updated overview of and timetable for implementation of the recommendations of the Board of Auditors. Progress has been reported in most areas and efforts to address outstanding issues continue.

The Executive Board may wish to take note of this document.

UNDP/UNFPA segment

ITEM 16: INTERNAL OVERSIGHT

The Executive Board will have before it the following documents:

UNDP: Internal audit and oversight activities	DP/1998/26
UNOPS: Internal oversight	DP/1998/24/Add.1
UNFPA: Internal audit and oversight activities	DP/FPA/1998/7

The above reports provide the Executive Board with a summary of the internal audit and oversight activities of UNDP, UNFPA and UNOPS in 1997.

The Executive Board may wish to adopt a decision, possible elements of which are contained in the documents.

ITEM 17: OTHER MATTERS

Briefing on the Joint United Nations Programme on HIV/AIDS (UNAIDS) — Oral report

As requested by the Board, a representative of UNAIDS will present an oral report on the activities of UNAIDS in 1997.

Annex

TENTATIVE WORK PLAN
EXECUTIVE BOARD OF UNDP/UNFPA
ANNUAL SESSION 1998
(8-19 JUNE 1998)

DAY/DATE	TIME	ITEM	SUBJECT
MONDAY 8 JUNE	A.M.	1	Organizational matters: Adoption of the agenda and agreement on the work plan and approval of the report on the second regular session 1998
		2	UNFPA: Report of the Executive Director for 1997
	P.M.	SPECIAL EVENT	
TUESDAY 9 JUNE	A.M.	2	UNFPA: Report of the Executive Director for 1997 (continued)
	P.M.	2	UNFPA: Report of the Executive Director for 1997 (continued)
WEDNESDAY 10 JUNE	A.M.	3	UNFPA: Absorptive capacity and financial resource utilization
	P.M.	4	UNFPA: Work plan and request for programme expenditure authority
THURSDAY 11 JUNE	A.M.	5	UNFPA: Periodic report on evaluation
	P.M.	6	UNFPA: Information and communication strategy
		7	UNFPA: Report on the status of the Coordinating Committee on Health
FRIDAY 12 JUNE	A.M.	16	UNDP, UNFPA and UNOPS: Internal oversight reports
	P.M.		Pending decisions
MONDAY 15 JUNE	A.M.	8	UNDP: Annual report of the Administrator, including follow-up to decision 97/15
	P.M.	8	UNDP: Annual report of the Administrator (continued)

DAY/DATE	TIME	ITEM	SUBJECT
TUESDAY 16 JUNE	A.M.	8	UNDP: Annual report of the Administrator (continued)
	P.M.	9	UNDP: Follow-up to United Nations reform: Emergency Relief Coordinator
		10	UNDP: Evaluation
WEDNESDAY 17 JUNE	A.M.	11	United Nations Volunteers
	P.M.	12	UNDP: Resource mobilization, including informal meeting on report of the open-ended, ad hoc working group on the UNDP funding strategy
THURSDAY 18 JUNE	A.M.	13	UNDP: Country cooperation frameworks and related matters - Assistance to Myanmar (dec. 98/4) - Implementation of the human rights component of the first country cooperation framework for Belarus
		14	Communication and information programme
	P.M.	15	United Nations Office for Project Services
FRIDAY 19 JUNE	A.M.	14	Communication and information programme (continued if need be)
	P.M.	17	Other matters - Briefing on UNAIDS Pending decisions

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